

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

The cost of boarding properties **is not to be included in the maximum allowable limit** per property. Mortgagees shall not board a property unless they have prior written approval from the local HUD office, or if the property is located in one of the pre-approved boarding areas listed in this attachment. The property may also be pre-approved for boarding if the property is severely fire damaged (see below). If a property is boarded without prior approval, HUD will not reimburse the mortgagee for any costs associated with the boarding. In addition, HUD will reduce the claim by any amounts that must be expended to remove boards or repair damage caused by unauthorized boarding.

When a property is boarded with prior approval, there should be no boarding above the first floor unless the opening is accessible. Accessible means that: 1) entry is possible without the use of a ladder; and 2) the opening is large enough for a person to easily pass through. Openings above the first floor which do not meet both of these tests should not be boarded unless otherwise specified in this attachment. If security bars are located on windows/doors, boarding is not required.

Third story or higher openings are rarely accessible and therefore shall not be boarded. Second story openings are typically accessible only from attached properties with connecting porch roofs. In the absence of such conditions, second story or higher openings shall not be boarded but must be secured to prevent unauthorized entry and to protect against weather damage. Further, openings too small for a person to pass through, regardless of location, should be secured but not boarded, unless otherwise specified in this attachment.

For the purpose of this document, the definition of united inch (u.i) is length plus width.

Specific boarding instructions and diagrams are provided on pages 22 through 31 of this attachment. See the cost schedule for the appropriate local HUD office to determine the requirements particular to the property being secured. If no requirements are provided in this document for the for the property being boarded, use local codes.

Severely Fire Damaged and Possible Demolition Properties

Properties which have suffered severe fire damage will need to be secured for safety reasons and to prevent unauthorized entry. All first floor windows and doors and all basement windows and doors will have 3/8" plywood covering the entire opening and frame. Covering must be nailed or screwed directly to the structure without 2 x 4 bracing. Trash and debris should not be removed from the interior of the property unless required by local code.

The additional costs of securing a severely fire damaged property are not included in the boarding cost limit or the maximum limit per property. However, mortgagees must request prior written approval from the local HUD office if the cost of securing a severely fire damaged property will exceed **\$450**.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

New England Offices

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Connecticut State	Boarding pre-approved for the cities of: Bridgeport New Haven	Small window (up to 5 ft.)	\$38
		Large window (over 5 sq. ft.)	\$45
		Front door	\$60
		Double door	\$75
		Sliding glass door	\$90
		Garage door	\$98
		Double garage door	\$130
Massachusetts State	Boarding pre-approved for the following zip code areas: Boston 02108, 02109, 02110, 02118, 02119, 02120, 02121, 02122, 02124, 02125, 02126, 02127, 02128, 02130, 02131, 02136 Lawrence 01840, 01841, 01842, 01843, 01845 Brocton 02401, 02402 Lynn 01902, 01903, 01904, 01905	Small window (\leq 54 u.i.)	\$40
		Large window ($>$ 54 u.i.)	\$50
		Front door (\leq 126 u.i.)	\$70
		Double door ($>$ 126 u.i.)	\$85
		Sliding glass door	\$100
		Garage door	\$110
		Double garage door	\$145
New Hampshire State (Includes States of Maine, New Hampshire, Vermont)		Small window (up to 5 ft.)	\$38
		Large window (over 5 sq. ft.)	\$45
		Front door	\$60
		Double door	\$75
		Sliding glass door	\$90
		Garage door	\$98
		Double garage door	\$130

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*New England Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Rhode Island State	Boarding pre-approved for: Providence Washington Park Section of Cranston	Small window (up to 5 ft.)	\$45
		Large window (over 5 sq. ft.)	\$55
		Front door	\$70
		Double door	\$85
		Sliding glass door	\$100
		Garage door	\$110
		Double garage door	\$145

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*New York / New Jersey Offices*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Albany		Openings up to 5 sq. feet	\$35
		Openings over 5 sq. feet	\$55
		Front door	\$70
		Double door	\$100
		Sliding Glass Door	\$75
		Garage Door	\$95
		Double Garage Door	\$130
Buffalo	Emergency board-up of unsecured opening (windows, door) that are accessible or that are open to the elements do not require prior written approval if the cost is less than \$250. Subsequent emergency board-up OR any board-up that costs in excess of \$250 requires prior written approval.	Openings up to 5 sq. feet	\$35
		Openings over 5 sq. feet	\$55
		Front door	\$70
		Double door	\$100
		Sliding Glass Door	\$75
	NOTE: Emergency board ups must be supported by before and after photographs.	Garage Door	\$95
		Double garage door	\$130
	Broken window panes are to be replaced rather than boarded on properties that are otherwise in good repair, except properties where the mortgagee has documented evidence of repeated vandalism.		

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*New York / New Jersey Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Camden	Boarding is required without prior approval in the following zip code areas: 08016 08102 08232 08608 08030 08103 08312 08609 08066 08104 08360 08611 08096 08105 08401 08618 08101 08110 08600 08629 Ventnor - 08406 Vineland - 08360 Bridgeton - 08302 Mellville - 08332 Pennsauken - 08110 Trenton - 08650 & 08610	Openings up to 5 sq. feet	\$35
		Openings over 5 sq. feet	\$55
		Front door	\$70
		Double door	\$100
		Sliding Glass Door	\$75
		Garage Door	\$95
		Double garage door	\$130
New Jersey State	Boarding is required in the followings areas: Newark, Paterson, Jersey City, East Orange, Plainfield, and Irvington	Openings up to 5 sq. feet	\$35
		Openings over 5 sq. feet	\$55
		Front door	\$70
		Double door	\$100
		Sliding Glass Door	\$75
		Garage Door	\$95
		Double Garage Door	\$130
New York State	Board all areas in the New York jurisdiction without prior approval with the exception of Putnam, Rockland, and Dutchess Counties.	Openings up to 5 sq. feet	\$35
		Openings over 5 sq. feet	\$65
		Front door	\$155
		Double door	\$160
		Sliding Glass Door	\$165
		Garage Door	\$195

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Mid-Atlantic Offices*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
District of Columbia Virginia State West Virginia State	Bolt boarding is the preferable means to maximum secure properties. Use of nails or screws, including basement windows, to secure boards is prohibited except when securing casement or other fixed type windows. Written justification must be supplied when a method other than bolt boarding is used. 1/2 inch plywood is to be used with light holes cut in medium to large size boards. Boards are not to be pierced or overlap each other. Use 2" sheet rock screws every 6 inches. Boards are to be cut to fit within 3/4" of the opening. Do not overlap wood or cover side bricks.	Bolt or nail / screw small window (4'x2'6" opening)	\$25
		Bolt med. window (4'x4' opening)	\$40
		Nail/screw med. window (4'x4' opening)	\$35
		Bolt large window (4'x8' opening)	\$60
		Nail/screw large window (4'x8' opening)	\$45
		Bolt front door	\$60
		Nail/screw front door	\$50
		Bolt double doors	\$120
Maryland State	Bolt boarding is the preferable means to maximum secure properties. Use of nails or screws, including basement windows, to secure boards is prohibited except when securing casement or other fixed type windows. Written justification must be supplied when a method other than bolt boarding is used. 1/2 inch plywood is to be used with light holes cut in medium to large size boards. Boards are not to be pierced or overlap each other. Use 2" sheet rock screws every 6 inches. Boards are to be cut to fit within 3/4" of the opening. Do not overlap wood or cover side bricks.	Nail/screw double doors	\$100
		Bolt or nail/screw small window (4'x2'6" opening)	\$25
		Bolt medium window (4'x 4' opening)	\$40
		Nail/screw med. window (4'x4' opening)	\$35
		Bolt large window (4'x8' opening)	\$70
		Nail/screw large window (4'x8' opening)	\$55
		Bolt front door	\$70
		Nail/screw front door	\$55
		Bolt double doors	\$130
		Nail/screw double doors	\$110

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Mid-Atlantic Offices
(continued)***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Pennsylvania State	<p>Bolt boarding is the preferable means to maximum secure properties. Use of nails or screws, including basement windows, to secure boards is prohibited except when securing casement or other fixed type windows. Written justification must be supplied when a method other than bolt boarding is used. 1/2 inch plywood is to be used with light holes cut in medium to large size boards. Boards are not to be pierced or overlap each other. Use 2" sheet rock screws every 6 inches. Boards are to be cut to fit within 3/4" of the opening. Do not overlap wood or cover side bricks.</p> <p>Boarding is pre-approved in the following zip code areas, however, mortgagees must exercise judgement before boarding properties. Only board if property is in a high vandalism area and boarding is the only reasonable means to protect the security of the property.</p>	Bolt or nail/screw small window (4'x2'6" opening)	\$25
		Bolt medium window (4'x 4' opening)	\$40
		Nail/screw med. window (4'x4' opening)	\$35
		Bolt large window (4'x8' opening)	\$60
		Nail/screw large window (4'x8' opening)	\$45
		Bolt front door	\$60
		Nail/screw front door	\$50
		Bolt double doors	\$120
		Nail/screw double doors	\$100
	17509 17560 19104 19139 19153 17512 17563 19120 19140 19320 17516 17565 19121 19141 19335 17517 18101 19122 19142 19380 17518 18102 19124 19143 19401 17527 18103 19126 19145 19464 17532 18115 19131 19146 17536 18117 19132 19147 17547 19013 19133 19148 17550 19023 19138 19151		

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Mid-Atlantic Offices
(continued)***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Pittsburgh	Bolt boarding is the preferable means to maximum secure properties. Use of nails or screws, including basement windows, to secure boards is prohibited except when securing casement or other fixed type windows. Written justification must be supplied when a method other than bolt boarding is used. 1/2 inch plywood is to be used with light holes cut in medium to large size boards. Boards are not to be pierced or overlap each other. Use 2" sheet rock screws every 6 inches. Boards are to be cut to fit within 3/4" of the opening. Do not overlap wood or cover side bricks.	Bolt or nail/screw small window (4' X 2'6" opening)	\$25
		Bolt medium window (4' x 4' opening)	\$40
		Nail/screw medium window (4' x 4' opening)	\$35
		Bolt large window (4' x 6' opening)	\$60
		Nail/screw large window 4'x8' opening	\$45
		Bolt front door	\$60
		Nail/screw front door	\$50
		Bolt double doors	\$120
		Nail/screw double doors	\$100

Southeast / Caribbean Offices

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Alabama State	Only one trip charge may be made regardless of the number of windows. Exterior surface and edges of all plywood must be painted with one coat white primer and one coat white finish. Face nailing of panels to wood frame windows is prohibited. Follow Instructions on Page 19 of 26.	Boarding (1/2 inch plywood)	\$.50 / u.i.
		Boarding (5/8 inch plywood)	\$.54 / u.i.
		Boarding (3/4 inch plywood)	\$.58 / u.i.
		Trip charge (Note: United Inch (u.i.) is defined as length plus width.)	\$10

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Southeast / Caribbean Offices
(continued)***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Caribbean Georgia State Jacksonville Kentucky State Knoxville Memphis Mississippi State North Carolina State Orlando South Carolina State Tennessee State	Exterior surface and edges of all plywood must be painted with one coat white primer and one coat white finish. Face nailing of panels to wood frame windows is prohibited.	Boarding (1/2 inch plywood) Boarding (5/8 inch plywood) Boarding (3/4 inch plywood) (Note: United Inch (u.i.) is defined as length plus width.)	\$.42 / u.i. \$.44 / u.i. \$.46 / u.i.
Coral Gables Tampa	Boarding is pre-approved in the following zip code areas: Coral Gables: 33004, 33009, 33010, 33012, 33013, 33014, 33020, 33023, 33034, 33054, 33055, 33056, 33060, 33069, 33122, 33125, 33127, 33128, 33130, 33131, 33132, 33136, 33137, 33138, 33142, 33147, 33150, 33157, 33161, 33167, 33168, 33169, 33170, 33177, 33181, 33190, 33311, 33315, 33316, 33401, 33403, 33404, 33405, 33407, 33426 (east of I-95), 33435, 33441, 33444, 33460, and 33462 (east of I-95). Tampa: 33603, 33604, 33605, 33610, 33705, 33707, 33711, and 33712. Exterior surface and edges of all plywood must be painted with one coat white primer and one coat white finish. Face nailing of panels to wood frame windows is prohibited.	Boarding (1/2 inch plywood) Boarding (5/8 inch plywood) Boarding (3/4 inch plywood) (Note: United Inch (u.i.) is defined as length plus width.)	\$.42 / u.i. \$.44 / u.i. \$.46 / u.i.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Midwest Offices*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Cincinnati Indiana State Ohio State	Unless extenuating site conditions or neighborhoods justify installation of plywood boarding, securing contractor shall confine installation to wire meshing windows. See pages 22 and 23 of this attachment for specific instructions and diagrams.	Bolt board windows Nail board windows Screening (Note: United Inch (u.i.) is defined as length plus width.)	\$.30 / u.i. \$.25 / u.i. \$.25 / u.i.
Cleveland	Cloth screening is allowed, where needed, without prior approval in all urban areas. See page 23 of this attachment for specific instructions and diagram.	Screening (Note: United Inch (u.i.) is defined as length plus width.)	\$.25 / u.i.
Flint	Do not screen. Do not replace broken glass. Cover all broken glass areas by nail boarding openings. First floor openings are the only areas to be considered for boarding. Any additional boarding must be approved by the Flint office.	Nail board windows (Note: United Inch (u.i.) is defined as length plus width.)	\$.25 / u.i.
Grand Rapids	Do not replace broken glass. Cover all openings exposed to the elements with visqueen. See page 23 of this attachment for specific instructions and diagram.	Cover opening w/ Visqueen	\$5 per opening
Illinois State	Install cloth screening - cloth screen first floor openings in zip codes 60608, 60609, 60610, 60612, 60615, 60616, 60617, 60619, 60620, 60085, 60621, 60622, 60623, 60624, 60627, 60628, 60636, 60637, 60643, 60429, 60644, 60649, 60651, 60653, 60426, 60411, 60466, 60477, 60443. Screening of wood windows is accomplished by framing the window with 2x2's. The screening is stapled over the frame and fastened with 1x2 furring laths. See page 23 of this attachment for specific instructions and diagram.	Screening (Note: United Inch (u.i.) is defined as length plus width.)	\$.36 / u.i.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Midwest Offices
(continued)***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Michigan State	In all areas, do not replace broken glass; nail board openings where glass is broken with prior approval.	Nail board windows (Note: United Inch (u.i.) is defined as length plus width.	\$.25 / u.i.
Minnesota State	See page 22 of this attachment for specific instructions and diagrams. Board door openings when door is missing and security cannot otherwise be established.	Bolt board door Nail board windows Bolt / nail small window	\$65 per opening \$20 per opening \$10/pane
Wisconsin State	Screening is the required method of securing property, however, boarding is permitted if windows are broken. Follow the general procedures on page 23 of this attachment, but also include the use of 2 x 4's around the perimeter of each window opening (between the window and the screen material). Bolt boarding is permitted if there is no wood trim. Second and third floor openings may be boarded if broken to protect the property from outside elements. Secure boards to exterior of property. Screening areas are Milwaukee-Area bounded by Capitol Drive on the north, Humbolt Avenue on the east, Interstate I-94 on the south, and Sherman Blvd. on the west.	Screening windows Bolt boarding windows Nail boarding windows (Note: United Inch (u.i.) is defined as length plus width.)	\$.25 / u.i. \$.30 / u.i. \$20/ opening

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

Southwest Offices

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Arkansas State Lubbock Houston Louisiana State San Antonio Texas State	<p>Use 3/8 inch or greater by 9-inch or 10-inch carriage bolt mated with nut and 2 1- inch flat washers. Drill holes in 2 by 4 stock and plywood to be 3/8 inch in diameter. Washer openings to be of sufficient size to fully accept square portion of bolt beneath head. Bolt and mated hardware may be galvanized or cad plated. Bolts must be tightened to maximum extent without disturbing wood materials. See diagrams on pages 24 through 26 for further instruction.</p> <p>1: Size and location of openings must be specified on the request to HUD for approval to board.</p> <p>2: All fabricated boards will be plainly marked on the inside surface with the exterior dimensions to the nearest 1/8 inch to facilitate interchangeability.</p> <p>3: All fabricated boards will be painted with one coat of primer on exterior surface and edges.</p> <p>4: A 3-inch minimum opening should be left at the tops of boarded windows for light.</p> <p>5: To ensure no hazards exists, remove all broken glass from the windows, as well as the interior and exterior surrounding areas.</p> <p>6: Use the 1/2 inch or 3/4 inch plywood where plywood is required.</p>	<p>Small windows (24 x 36 in.)</p> <p>Medium windows (30 x 42 in.)</p> <p>Large windows (36 x 60 in.)</p> <p>Security Door</p> <p>Front Door</p> <p>Garage Door</p> <p>Sliding Glass Door</p> <p>Double Door</p> <p>Attic opening (Scuttle hole)</p>	<p>\$20</p> <p>\$25</p> <p>\$30</p> <p>\$30</p> <p>\$35</p> <p>\$80</p> <p>\$50</p> <p>\$70</p> <p>\$15</p>

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Southwest Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Oklahoma State	<p>Use 3/8 inch or greater by 9-inch or 10-inch carriage bolt mated with nut and 2 1- inch flat washers. Drill holes in 2 by 4 stock and plywood to be 3/8 inch in diameter. Washer openings to be of sufficient size to fully accept square portion of bolt beneath head. Bolt and mated hardware may be galvanized or cad plated. Bolts must be tightened to maximum extent without disturbing wood materials. See diagrams on pages 24 through 26 for further instruction.</p> <p>1: Size and location of openings must be specified on the request to HUD for approval to board.</p> <p>2: All fabricated boards will be plainly marked on the inside surface with the exterior dimensions to the nearest 1/8 inch to facilitate interchangeability.</p> <p>3: All fabricated boards will be painted with one coat of primer on exterior surface and edges.</p> <p>4: A 3-inch minimum opening should be left at the tops of boarded windows for light.</p> <p>5: To ensure no hazards exists, remove all broken glass from the windows, as well as the interior and exterior surrounding areas.</p> <p>6: Use the 1/2 inch or 3/4 inch plywood where plywood is required.</p>	Small windows (24 x 36 in.)	\$30
		Medium windows (30 x 42 in.)	\$40
		Large windows (36 x 60 in.)	\$50
		Security Door	\$50
		Front Door	\$50
		Garage Door	\$100
		Sliding Glass Door	\$80
		Double Door	\$80
		Attic opening (Scuttle hole)	\$30

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Southwest Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
New Mexico State	<p>Use 3/8 inch or greater by 9-inch or 10-inch carriage bolt mated with nut and 2 1- inch flat washers. Drill holes in 2 by 4 stock and plywood to be 3/8 inch in diameter. Washer openings to be of sufficient size to fully accept square portion of bolt beneath head. Bolt and mated hardware may be galvanized or cad plated. Bolts must be tightened to maximum extent without disturbing wood materials. See diagrams on pages 24 through 26 for further instruction.</p> <p>1: Size and location of openings must be specified on the request to HUD for approval to board.</p> <p>2: All fabricated boards will be plainly marked on the inside surface with the exterior dimensions to the nearest 1/8 inch to facilitate interchangeability.</p> <p>3: All fabricated boards will be painted with one coat of primer on exterior surface and edges.</p> <p>4: A 3-inch minimum opening should be left at the tops of boarded windows for light.</p> <p>5: To ensure no hazards exists, remove all broken glass from the windows, as well as the interior and exterior surrounding areas.</p> <p>6: Use the 1/2 inch or 3/4 inch plywood where plywood is required.</p>	Small windows (24 x 36 in.)	\$25
		Medium windows (30 x 42 in.)	\$30
		Large windows (36 x 60 in.)	\$35
		Security Door	\$35
		Front Door	\$40
		Garage Door	\$90
		Sliding Glass Door	\$60
		Double Door	\$80
		Attic opening (Scuttle hole)	\$15

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Southwest Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Shreveport	See page 27 of this attachment for specific boarding instructions and diagram.	Small windows (24 x 36 in.)	\$25
		Medium windows (30 x 42 in.)	\$30
		Large windows (36 x 60 in.)	\$35
		Security Door	\$35
		Front Door	\$40
		Garage Door	\$90
		Sliding Glass Door	\$60
		Double Door	\$80
		Attic opening (Scuttle hole)	\$15
Tulsa	<p>Use 3/8 inch or greater by 9-inch or 10-inch carriage bolt mated with nut and 2 1- inch flat washers. Drill holes in 2 by 4 stock and plywood to be 3/8 inch in diameter. Washer openings to be of sufficient size to fully accept square portion of bolt beneath head. Bolt and mated hardware may be galvanized or cad plated. Bolts must be tightened to maximum extent without disturbing wood materials. See diagrams on pages 23 through 26 for further instruction.</p> <p>1: Size and location of openings must be specified on the request to HUD for approval to board.</p> <p>2: All fabricated boards will be plainly marked on the inside surface with the exterior dimensions to the nearest 1/8 inch to facilitate interchangeability.</p> <p>3: All fabricated boards will be painted with one coat of primer on exterior surface and edges.</p> <p>4: A 3-inch minimum opening should be left at the tops of boarded windows for light.</p> <p>5: To ensure no hazards exists, remove all broken glass from the windows, as well as the interior and exterior surrounding areas.</p> <p>6: Use the 1/2 inch or 3/4 inch plywood where plywood is required.</p>	Small windows (24 x 36 in.)	\$40
		Medium windows (30 x 42 in.)	\$50
		Large windows (36 x 60 in.)	\$60
		Security Door	\$60
		Front Door	\$70
		Garage Door	\$160
		Sliding Glass Door	\$100
		Double Door	\$140
		Attic opening (Scuttle hole)	\$30

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Great Plains Offices***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Iowa State	1/2 inch plywood, cut to fit opening, painted on exterior side, nail / bolt boarding per opening. When there is no primary entry door, install security door. Construct door for main entrance (5/8 plywood) with hasp/padlock and hinge. Paint exterior side.	Small windows (basements)	\$.30 / u.i.
		Medium windows	\$.30 / u.i.
		Large windows (picture)	\$.35 / u.i.
		Casement window - single	\$.30 / u.i.
		Front door	\$.22 / u.i.
		Double door	\$.22 / u.i.
		Sliding glass door	\$.22 / u.i.
		Garage door	\$.15 / u.i.
		Security door	\$.22 / u.i.
		Block 1 door w/2x4	\$10/ opening
		(Note: United Inch (u.i.) is defined as length plus width.)	
Kansas/Missouri State	1/2 inch plywood, cut to fit opening, painted on exterior side, nail / bolt boarding per opening. When there is no primary entry door, install security door. Construct door for main entrance (5/8 plywood) with hasp/padlock and hinge. Paint exterior side.	Small windows (basements)	\$15
		Medium windows	\$25
		Large windows (picture)	\$35
		Casement window - single	\$15
		Front door	\$25
		Double door	\$50
		Sliding glass door	\$50
		Garage door	\$50
		Security door	\$50
		Block 1 door w/2x4	\$10

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE***Great Plains Offices
(continued)***

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Nebraska State St. Louis	1/2 inch plywood, cut to fit opening, painted on exterior side, nail / bolt boarding per opening.	Small windows (basements)	\$15
		Medium windows	\$25
	When there is no primary entry door, install security door. Construct door for main entrance (5/8 plywood) with hasp/padlock and hinge. Paint exterior side.	Large windows (picture)	\$35
		Casement window - single	\$25
		Front door	\$25
		Double door	\$50
		Sliding glass door	\$50
		Garage door	\$50
		Security door	\$60
		Block 1 door w/2x4	\$10

Rocky Mountain Offices

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Colorado State (Includes States of Colorado, South Dakota, Wyoming)	If a swamp cooler is removed, board the opening without authorization from HUD to prevent interior damage. Emergency boarding and securing should be telephoned into the Colorado State Office and a verbal response will be given immediately. Mortgagees must follow up with a written request confirming the verbal authorization via fax.	Boarding	\$2/ sq. ft.
Montana State North Dakota State Utah State	If a swamp cooler is removed, board the opening without authorization from HUD to prevent interior damage.	Boarding	\$2/ sq. ft.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Pacific / Hawaii Offices*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Arizona State	Boarding is pre-approved in the following areas: All properties located on Indian Reservations and an area located in South Phoenix "Beginning at the intersection of 51st Avenue and Washington Street, thence Southerly along 51st Avenue to Ray Road, thence Easterly to the boundary line of South Mountain Park, thence along the Northern boundary line of South Mountain Park to 40th Street, thence Northerly along 40th Street to Washington Street, thence Westerly to the point of beginning. See pages 28 and 29 of this attachment for specific boarding instructions and diagram.	Small windows (less than 8 sq ft)	\$35
		Medium windows (8-16 sq ft)	\$50
		Large windows (16-32 sq ft)	\$65
		Slider (over 32 sq ft)	\$80
		Security door w/ padlock (Where there is no primary door, install security door.)	\$130
California State	See page 28 and 29 of this attachment for specific boarding instructions and diagram. If window frames are badly damaged or missing, the window(s) are to be boarded without prior approval. Unusual openings such as a doggy-door, or where a wall air-conditioner or cooler was once installed, must be secured, usually by boarding. Prior approval is not required to board these. A before and after picture is required. Contact the local HUD office for boarding instructions when conveying properties in the following cities: Pittsburgh, San Pablo, Oakland, Richmond, and Vallejo.	Small window (less than 8 sq. ft)	\$35
		Medium windows (8-16 sq. feet)	\$50
		Large windows (16-32 sq. feet)	\$65
		Slider (over 32 sq. feet)	\$85
		Security door w/ padlock (Where there is no primary door, install security door.)	\$130

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE*Pacific / Hawaii Offices
(continued)*

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Fresno	See pages 28 and 29 of this attachment for specific boarding instructions and diagram.	Small windows (less than 8 sq ft)	\$40
		Medium windows (8-16 sq. feet)	\$55
		Large windows (16-32 sq. feet)	\$75
		Slider (over 32 sq. feet)	\$90
		Security door w/ padlock (Where there is no primary door, install security door.)	\$130
Hawaii State Nevada State Reno Santa Ana Tucson	See pages 28 and 29 of this attachment for specific boarding instructions and diagram.	Small window (less than 8 sq. ft)	\$35
		Medium windows (8-16 sq. feet)	\$50
		Large windows (16-32 sq. feet)	\$65
		Slider (over 32 sq. feet)	\$80
		Security door w/ padlock (Where there is no primary door, install security door.)	\$130
Los Angeles	All properties in the jurisdiction of the Los Angeles Office located in the following areas only, must be secured with window screens (not boarded) and security doors. Screening cost is the same as boarding. See specifications on Pages 30 and 31.	Small window (less than 8 sq ft)	\$35
		Medium windows (8-16 sq. feet)	\$50
		Large windows (16-32 sq. feet)	\$65
		Slider (over 32 sq. feet)	\$80
	Inglewood Los Angeles Pacoima Pasadena San Fernando Pomona Compton Azusa Long Beach Pico Rivera Lynwood W. Covina La Puente Carson Wilmington Hawaiian Huntington Duarte Gardens Park South Gate Paramount Artesia Whittier Harbor City Downey Hacienda Bellflower Heights	Security door w/ padlock (Where there is no primary door, install security door.)	\$130
		Back or side door	\$80

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

Pacific / Hawaii Offices (continued)

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Sacramento	Boarding is pre-approved in the following areas: Hayfork 96041, Olivehurst 95961, Broderick 95065, Anderson 96007, Maryville 95901, Rio Lind 95673 & 95676, Del Paso 95838, Oak Park 95817, Florin Rd. 95823 Board all broken windows in any area; also, board broken windows when receive a police report. See pages 28 and 29 of this attachment for specific boarding instructions and diagram.	Small windows (less than 8 sq ft) Medium windows (8-16 sq ft) Large windows (16-32 sq ft) Slider (over 32 sq ft) Security door w/ padlock (Where there is no primary door, install security door.)	\$50 \$65 \$80 \$95 \$130
San Diego	Boarding is pre-approved in the following areas: 1. The area in the City of San Diego between Highway 94 and National City and Paradise Valley Road. 2. The area in the city of San Diego south of University and between 34th Street & Euclid. 3. The area in the county of San Diego south of Highway 94 and north of Paradise Valley Road and Highway 54. 4. Oceanside 92057, Calle Mariposa, Calle Estrella, Calle Solimar, Calle Vallecito, Calle Los Santos, and Calle Las Positas. 92054 -- Debuque St., Lemon St., Higgins St. Pula St.??, Bush St.,?? Buena St., Olive St., Santa Barbara St., and San Diego St. City of Vista --Boundaries: Bobier "North" Vista Way "East & South and N. Melrose "West" City of Escondido -- Boundaries: 2nd St. "North" 15th St., "South", Upas St., "West", Juniper "East" Grand "North", 5th "South", Ash "East" and Juniper "West" "DO NOT BOARD CONDOS" 5. All Imperial County When in doubt call the local HUD office See pages 28 and 29 of this attachment for specific boarding instructions and diagram.	Small windows (less than 8 sq ft) Medium windows (8-16 sq. feet) Large windows (16-32 sq. feet) Slider (over 32 sq. feet) Security door w/ padlock (Where there is no primary door, install security door.)	\$35 \$50 \$65 \$80 \$130

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

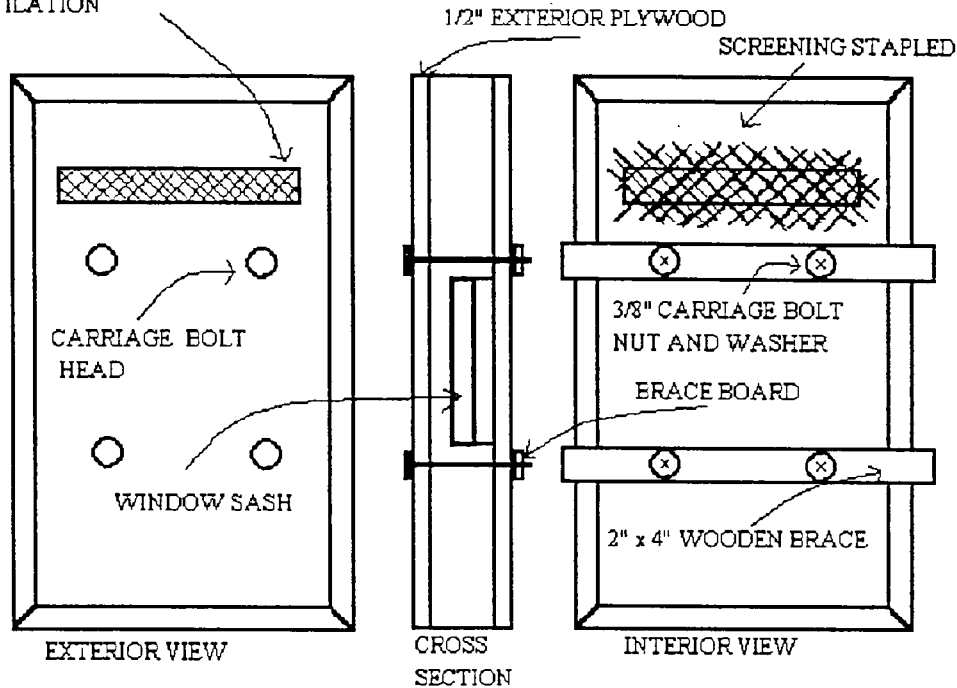
Northwest / Alaska Offices

<i>Local HUD Office(s)</i>	<i>Variation(s) From General Requirements</i>	<i>Service</i>	<i>Cost</i>
Alaska State Idaho State Oregon State Washington State	No pre-approved boarding areas. Prior written approval required.		

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

PLYWOOD BOARDING INSTRUCTIONS FOR MIDWEST OFFICES AND ALABAMA STATE OFFICE

OPENING FOR LIGHT AND
VENTILATION

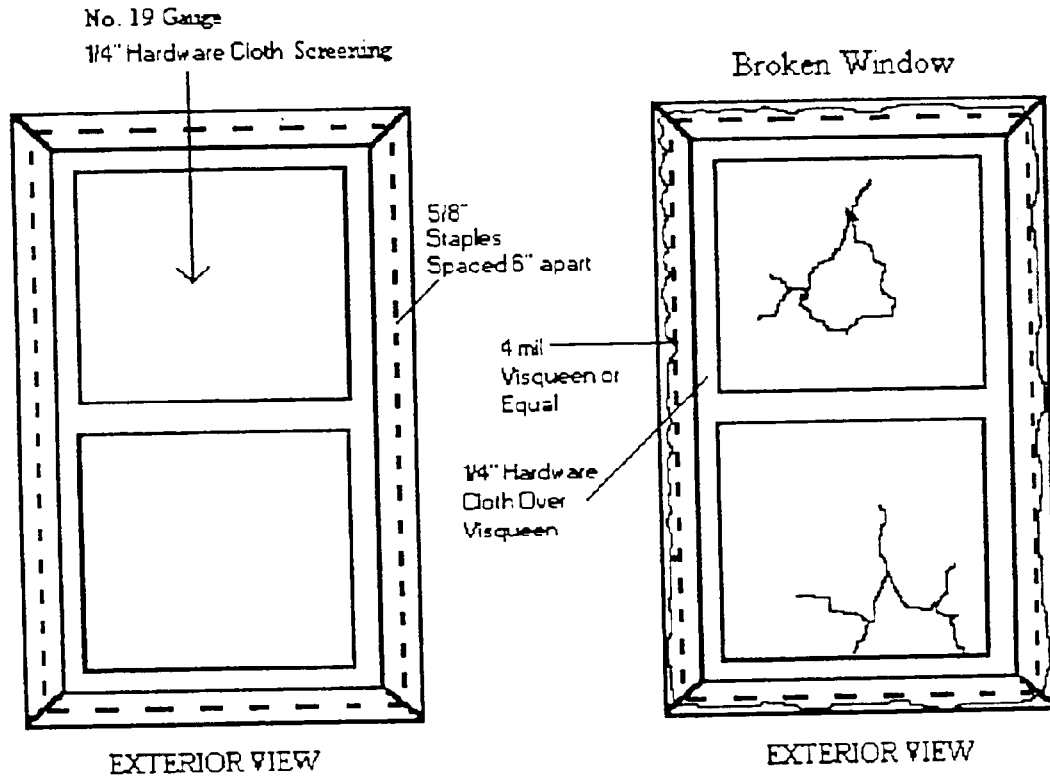


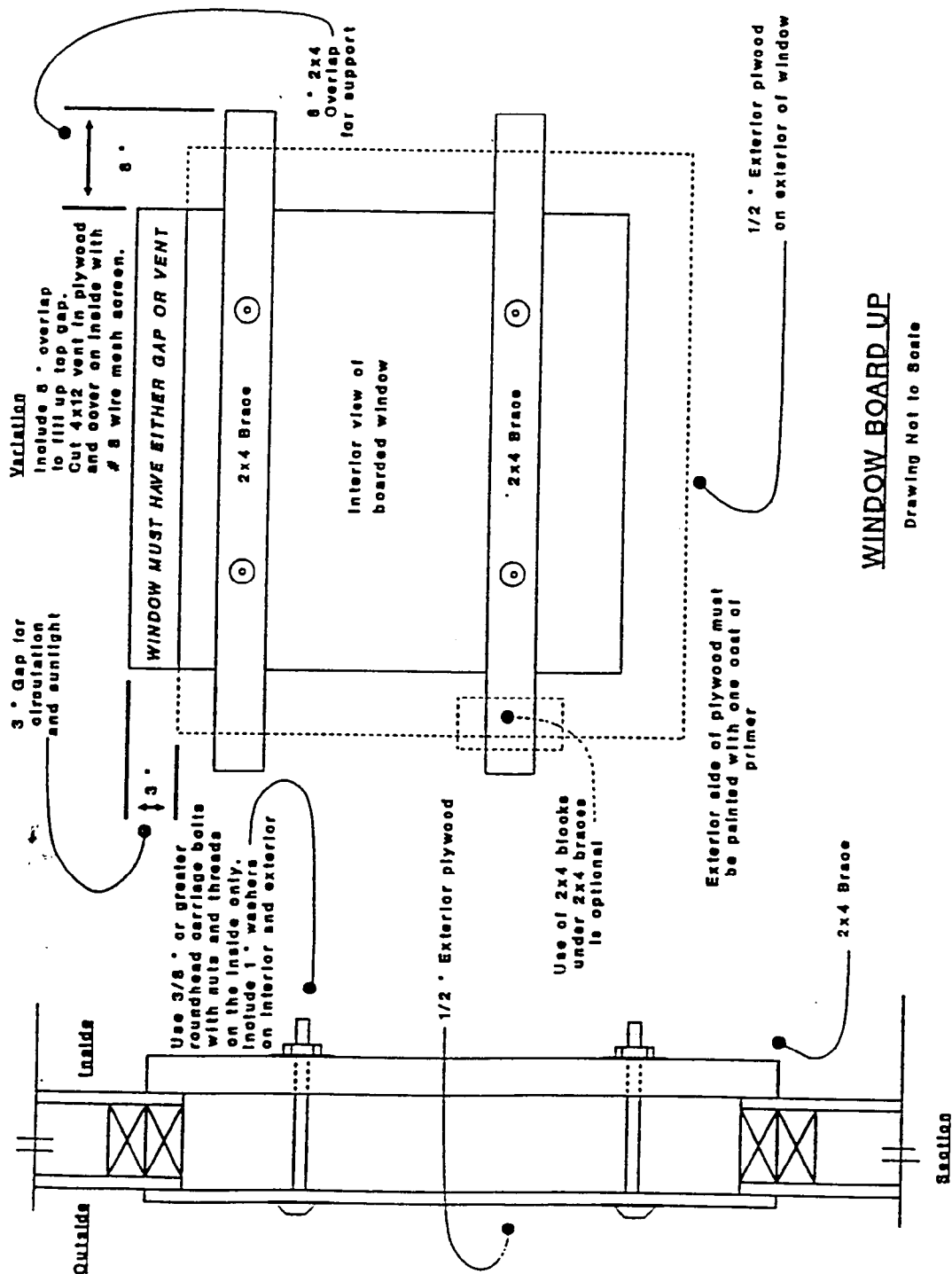
This illustration graphically identifies the method of installing plywood in window openings. Unless extenuating site conditions or neighborhoods justify this type of installation, securing contractor shall confine installation to wire meshing windows.

These instructions are to be followed for boarding doors and windows in Alabama.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

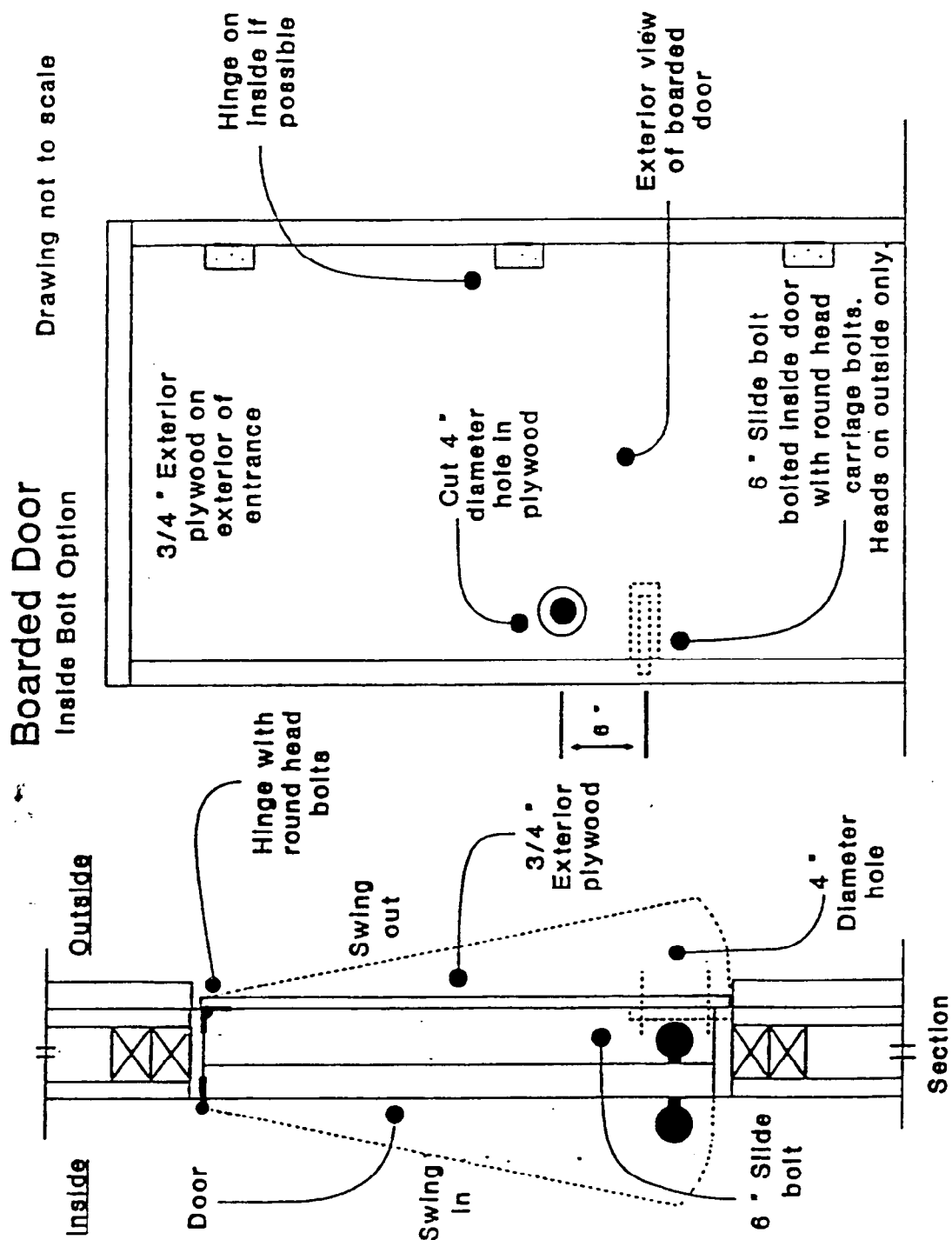
SCREENING INSTRUCTIONS FOR MIDWEST OFFICES





BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

SECURING INSTRUCTIONS FOR SOUTHWEST OFFICES

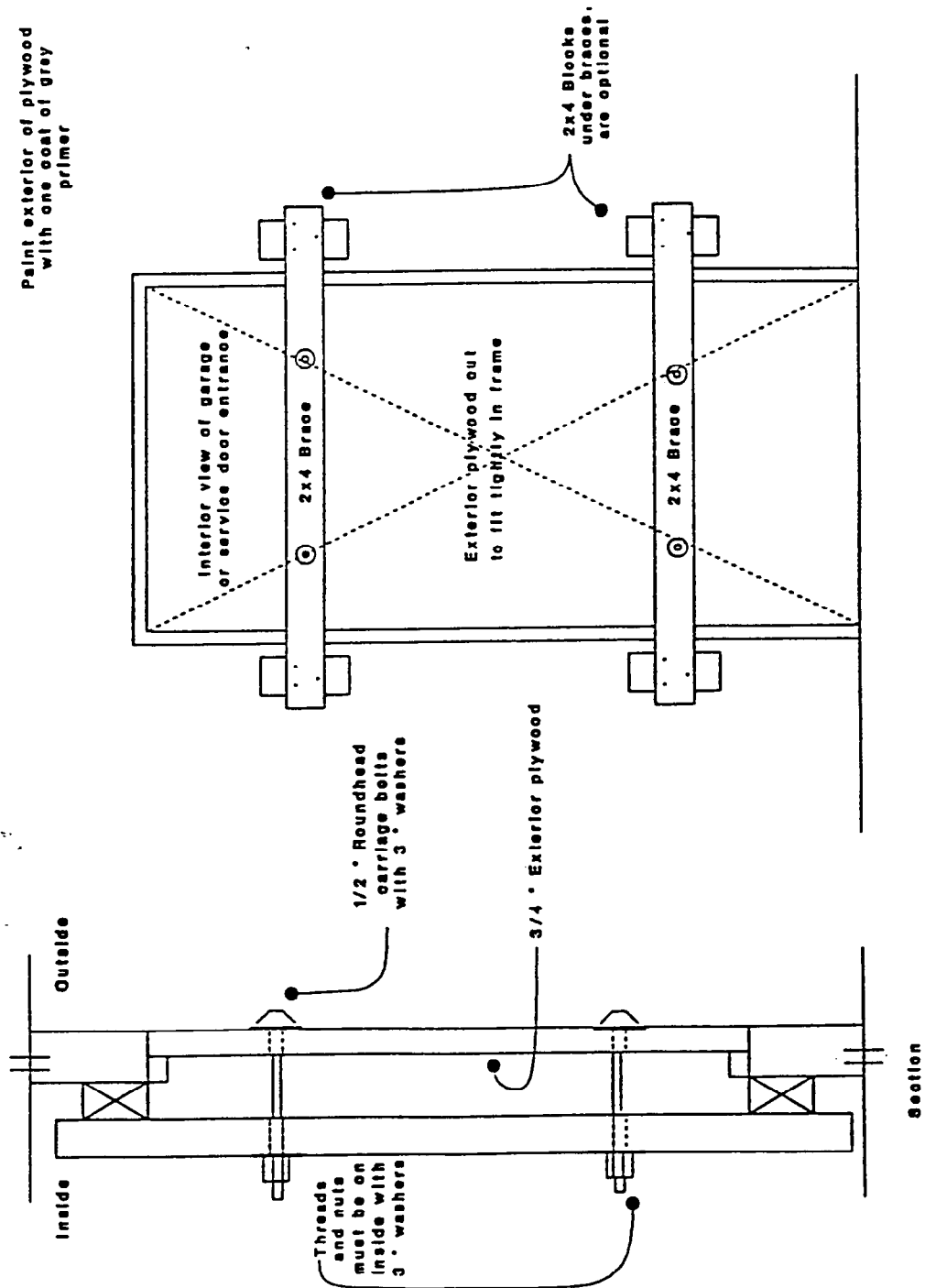


BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

SECURING INSTRUCTIONS FOR SOUTHWEST OFFICES

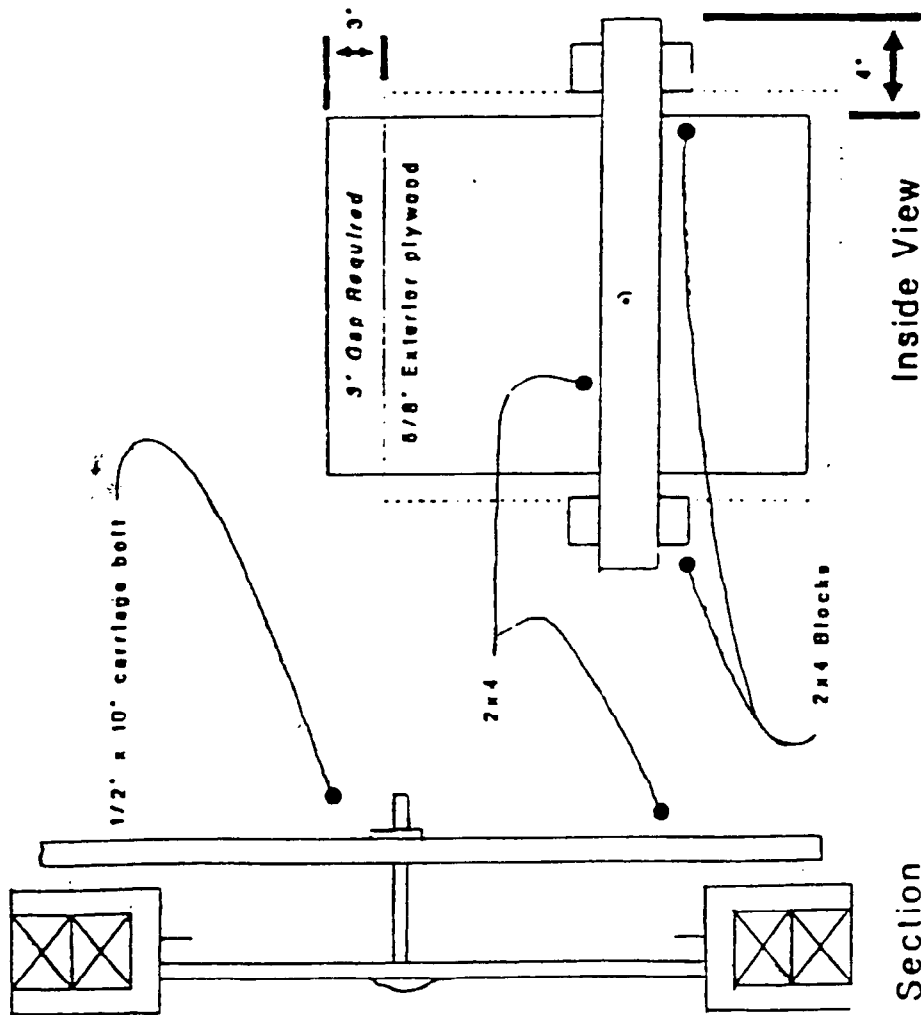
Board Up with Door Removal

Drawing not to scale



BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

Shreveport Office Boarding Variation



Directons

- Remove all screens and raise lower sash. Place all screens and removed doors in one room inside house (preferably back or utility room)
- Cut 6/8" exterior grade plywood to fit flush with the window frame leaving a 3" inch gap at the top to admit light.
- Place 1/2" x 10" carriage bolt through the center of plywood and 2x4 bar. The bar should lap the edge of the interior at opening by at 4" on both sides of the opening and have a pad (2x4 block or other material such as foam or carpet) to prevent damage to the interior wall.
- Double windows and sliding glass doors are boarded similarly but should have 2 2x4 bars with spacers to prevent bar from flexing.
- Window or door glass should not be broken for boarding.
- All windows and doors, except the front door, through which access to the interior of the dwelling is made, shall be made secure.
- All fabricated boards will be painted with one coat of primer on the exterior and all edges.
- Must use 6/8" exterior plywood for all boarding.
- See Attachment 2 for cost schedule

- All boarding in the Shreveport Office jurisdiction must meet these specifications

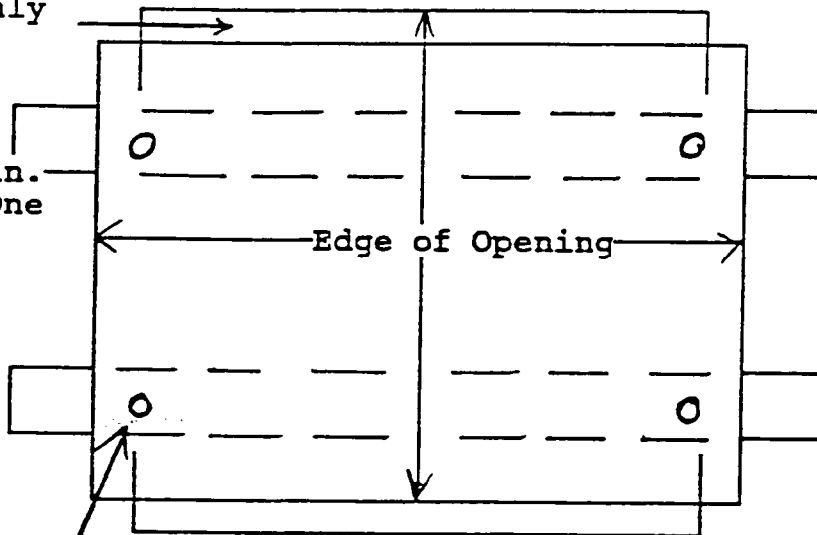
BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

BOARDING INSTRUCTIONS FOR PACIFIC / HAWAII OFFICES

Maximum Security Specifications

Opening at top only
min. 2" max. 3"

5/8" plywood - min.
4" lap on Ext. (One
piece of plywood
only unless the
opening requires
larger than one
4 X 8 sheet



2 X 4. min. 8"
lap on Int.
wall

Note: Use only
one 2 X 4 if
opening less
than 30" high

Protruding windowsill - If flush, lap same as sides.

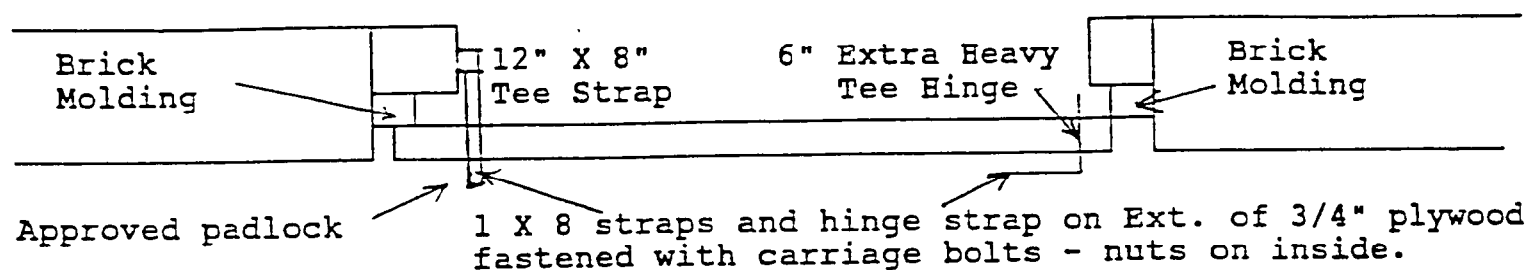
3/8" min. carriage bolts
Ext. washer size 1/4" larger than bolt size
Washer and double nuts on inside

All windows and doors shall be secured. All openings except the front door shall be secured per the above drawing, or similar, as conditions permit with one piece of plywood only, unless the opening requires larger than a 4' X 8' sheet. All plywood shall be 5/8" except the Security Door which shall be 3/4". Remove all removable glazed sections where glass is intact and place inside the house. Openings 30" high or less may be secured with only one 2 X 4 and two bolts. All bolts securing the 2 X 4's must be tightened carefully to be snug, but not crush the interior finishes. The purpose of the double nuts is to tighten them against one another as tight as possible. If the dwelling has decorative item adjacent to the opening, such as surface applied shutters, etc., that are easily removed, carefully remove them and place inside the house.

BOARDING SERVICE REQUIREMENTS AND COST SCHEDULE

BOARDING INSTRUCTIONS FOR PACIFIC / HAWAII OFFICES (CONTINUED)

Front door detail



Set plywood flush with brick mould on hinge side.

Lap plywood over brick mould on lock side.

Fit edges as close as practical.

The Security Door which shall be 3/4" plywood.

Hinges shall be 6" Extra Heavy Tee.

The locking device shall be an 8" X 12" flat tee strap with a five pin, 3/8 inch hardened steel shackle padlock (padlock not included in price of door).

The front door shall be secured as per the "front door detail" for either masonry or frame exterior walls. The tee portion of the hinge shall be fastened with 1 1/2 screws to the jamb. Pilot holes must be drilled so as to not split the jamb. The tee strap shall be nailed through the door stop and jamb with 6d box nails. Cut a slot in the plywood just large enough for the strap leg and reinforce both outer edges of the slot with flat straps (minimum 1" x 8") fastened with carriage bolts. If the door jamb is loose and has applied stop, remove the stop and renail the jamb with 16d cut or box nails as appropriate, located so that the new stop will cover the nails.

Attic access panels in the carport ceilings shall be secured by nailing a piece of plywood into the joists only, with a minimum of four 16d box or common nails (maximum charge \$15.00). "Carport" type storage rooms which are not part of the main house shall be secured by nailing one piece of plywood to the jamb, over the door (maximum charge \$30.00).

Exact boarding specifications may vary among the local offices. Specifications can be obtained from the Chief Property Officers.

SECURITY SCREEN INSTRUCTIONS FOR LOS ANGELES OFFICE

SAMPLE SPECIFICATIONI. SCREEN MODULE COMPONENTS -MATERIAL DESCRIPTION

(a). FRAME ELEMENT:

15/16" x 7/16" x .060" wall thick, 6063-T5 aluminum alloy extrusion.

(Frame element has inherent locking feature that mechanically locks the security grille in place when assembled.)

(b) SECURITY GRILLE:

Plastic coated 1-1/2" x 3 diamond pattern

13 ga. and flattened carbon steel, (color gray)

(Electrostatically coated vinyl powder that is temperature fused to form a thin film protective coating.)

(c) INNER CORNERS:

.100" thick 6061-T6 aluminum alloy.

(d). SPLINE:

.185" vinyl, serrated.

(e) SCREEN:

18/14 alclad aluminum screening.

II. ATTACH HARDWAREMATERIAL DESCRIPTION

(a) RESTRAINT BRACKET

.062 thick 6061-T aluminum alloy (See Fig. 1).

(b) CHANNEL BRACKET

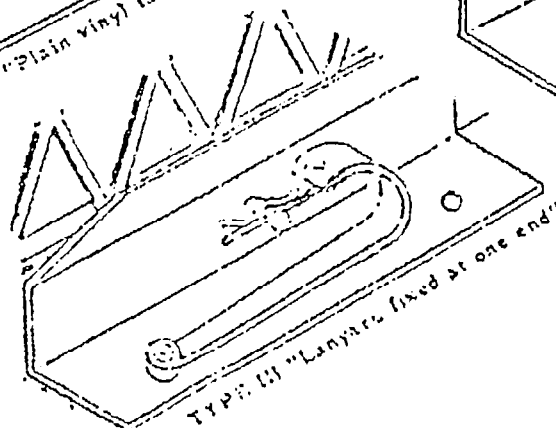
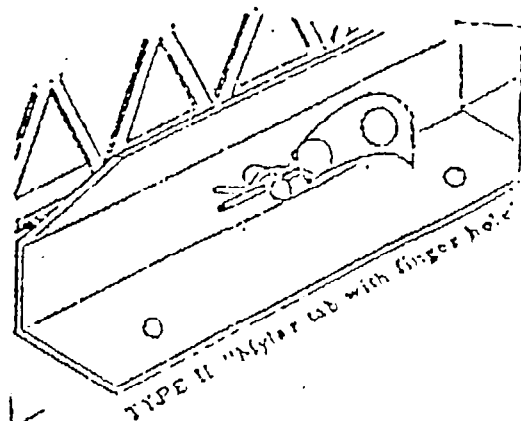
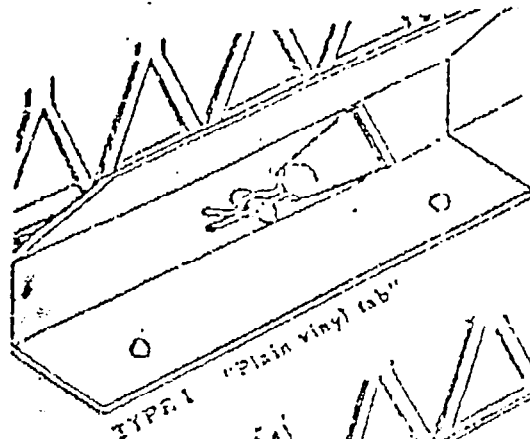
.062 thick 6061-T aluminum alloy (See Fig. II).

(c) CLEVIS PIN

1/4" dia. x reqd. length, cadmium plated steel.

(d) QUICK RELEASE PULL PIN

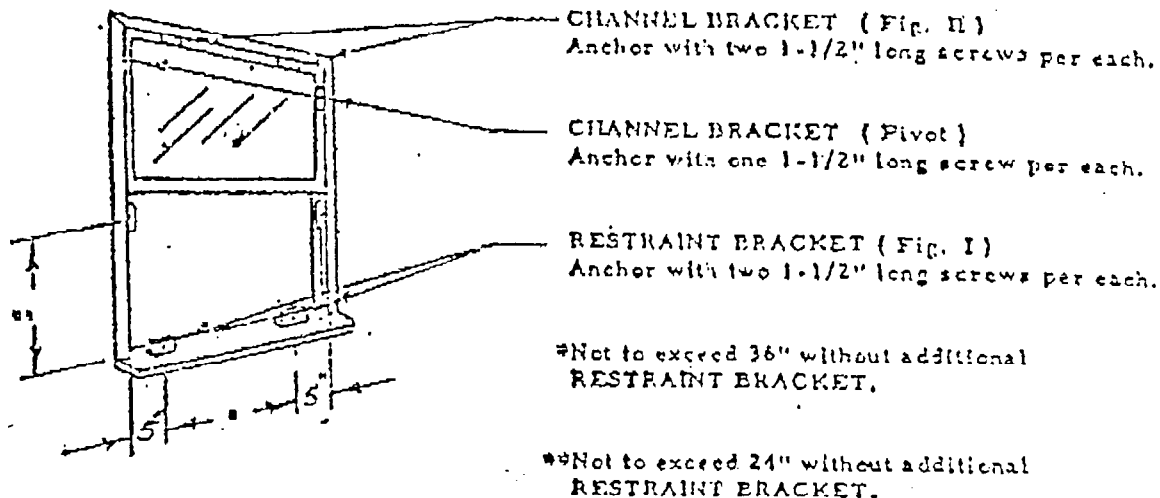
.060 dia. piano wire cadmium plated steel.

III. QUICK RELEASE PIN TYPES

SECURITY SCREEN INSTRUCTIONS FOR LOS ANGELES OFFICE

IV. INSTALLATION

(a). DOUBLE HUNG WINDOWS:



(b). ALUMINUM SLIDER WINDOWS: SECURITY SCREENS covering fixed windows are surface mounted and attached with tamper proof fasteners, set 6 inches from each corner and 18 inches on center along each side. There shall be a minimum of 2 fasteners per each side. SECURITY SCREENS covering sliding windows are surface mounted and secured with clevis and quick release pins that are accessible from the inside when the window is opened.

(c). CASEMENT WINDOWS: SECURITY SCREENS covering fixed and pivot windows are anchored to the existing window sash/frames with tamper proof fasteners, set 6 inches from each corner and 18 inches on center along each side. There shall be a minimum of 2 fasteners per each side. Where possible, the pivot window screen should be sized for outdoor/indoor convertibility, i.e., after occupancy, the screen can be installed on the inside.

